



Building & Fire Prevention Division
MANUFACTURED HOME ADDITIONS & ALTERATIONS

The following work does not require a Building Permit for Manufactured/Mobile Homes

- Interior/Exterior Alterations
- Repairs
- Window Replacements
- Exterior Door Replacement
- Siding
- Re-roofing

All work must still be performed by a licensed contractor as defined in F.S. 489 and licensed manufacturer/mobile home installers in F.A.C. 15C-2.0072.

Please note that manufacturer warranties will be voided by performing the above alterations and any consequences as a result of the alterations will be the property owner's responsibility.

Building Permits are required for site built components and shall be constructed in compliance with the current Florida Building Code in effect and City of Sanford Ordinances.

Permits are required for the following site built improvements:

- Accessory Structures (Sheds)
- A/C Change outs (no ductwork permitted)
- Carports
- Additions

Please reference the Permit Submittal Guidelines for Manufactured Home Additions & Carports

Mobile/Manufactured homes are certified and regulated by the Florida Department of Highway Safety and Motor Vehicles. The construction is built to standards set forth in F.S. 320 and FAC Rule Chapter 15C-1. All Repair and Remodeling work must comply with F.A.C. 15C-2.0081.

15C-2.0081 (1)(a): Additions, including but not limited to add-a-rooms, roof-over's and porches shall be free standing and self-supporting with only the flashing attached to the main unit unless the added unit has been designed to be married with the existing unit. All additions shall be constructed in compliance with Florida Building Code and City of Sanford local ordinances.

15C-2.0081 (1)(c): Repair or remodeling of a mobile/manufactured home shall require the use of material and design equivalent to the original construction.



Building & Fire Prevention Division
MANUFACTURED HOME / MOBILE HOME
ADDITIONS & CARPORT PERMIT GUIDELINES

All permit application packages must be complete prior to acceptance. You must check each box to the left or indicate n/a on this submittal. A complete application package shall include the following:

- Building Permit Application completed, signed and notarized. Application must include correct address and complete parcel I.D. number.
- Copy of a contract, signed by the contractor and the property owner, indicating the documented construction value of the project.
- Copy of applicable contractor's license issued by the State of Florida.
- A site specific notarized power of attorney shall be required from the licensed contractor if he/she appoints an employee of his/her company to sign the permit application as the contractor.
- Certificate of insurance indicating worker's compensation insurance coverage and naming the City of Sanford as certificate holder, or a copy of a worker's compensation exemption issued by the State of Florida (must be submitted with each application if contractor is the applicant).
- Two (2) site plans indicating proposed location of addition or carport
- Two (2) copies of the signed and sealed engineered drawings. Wind design data required on drawings per FBC 1603.1.4 to meet 129 mph ultimate design wind speed for risk category I buildings. Indicate all details and options that apply, including any electric, plumbing or hvac.
- Two (2) copies Florida Product Approval and corresponding installation instructions for the following products: windows, exterior doors, siding, soffit, roofing underlayment, roofing material.
- Two (2) copies Energy Calculations (for Additions)

**** THE OWNER/BUILDER EXCEPTION DOES NOT APPLY ****

Inspections on Carports/Additions:

The Building Department will not perform any inspections on the work – the Design Professional that signed and sealed the plans will be required to make all necessary inspections and provide a signed and sealed affidavit at the completion of the project certifying the work meets all applicable Florida Building Code Requirements and F.A.C. 15C-2.0081 (1)(a).